

COFNODION AM CYFARFOD HYBRID A GYNHALIWDYD ar 30^{eg} MEDI 2024 am 7yh
MINUTES FOR THE HYBRID MEETING HELD on 30th SEPTEMBER 2024 at 7pm

Pobol yn presennol:	Cllr. Morgan Lewis (Chair)	Cllr. Sandra Bayes
Persons Present:	Cllr. Ros McGarry (Vice Chair)	Cllr. Jon Letten
	Cllr. Paul Harries	Cllr. John Griffiths
	Cllr. Jackie Morris	Miss L Evans (Town Clerk)
Ymwelwyr / Visitors	Cllr. Huw Murphy	

1. Ymddiheuriadau am absenoldeb / Apologies for absence

1.1. Apologies received from Cllr. Shevlin.

2. Datganiad o ddiddordeb / Declarations of Interest

2.1. No declarations of interest.

3. Cofnodion drafft o'r cyfarfod gynhaliwyd ar 2^{ail} Medi 2024 / Draft minutes of the meeting held on 2nd September 2024

3.1. Item 4.2 should say 'that this is not to be sold'. Item 14.1 should be Cllr. Lewis not Letten Lewis. Clerk to rectify. Subject to these amendments, Cllr. Harries proposed that the minutes are correct and approved, Cllr. Lewis seconded, all agreed.

4. Materion yn codi / Matters arising

4.1. Item 4.1 re keeping Cilgwyn lights working. Cllr. Lewis has not received a response from Huw Murphy yet.

4.2. Item 4.3 re Baptism pool. The pool is now owned by the community group that bought the chapel. Clerk to let the concerned person know what the situation is.

4.3. Item 5.1 re OVW Pembs area meeting, this is next week, Cllr. Bayes will attend.

4.4. Item 6.4 re place plan meeting minutes. Cllr. Lewis to add his notes to the Clerks.

5. Cofnodion drafft o'r cyfarfod anghyffredin a gynhaliwyd ar 9^{fed} Medi 2024 / Draft minutes of the extraordinary meeting held on 9th September 2024

5.1. These minutes have not been completed yet. They will be on the next planning meeting agenda

6. Materion yn codi / Matters arising

6.1. Nothing to discuss.

7. Adroddiad y Cadeirydd / Chair's report

7.1. The Chair has attended the following meetings: Town Council Meeting - 02/09/24, Playing Field Meeting - 03/09/24, Town Council Meeting (Place Plan) - 09/09/24, OVW Biodiversity Training - 10/09/24, Parrog Land Public Meeting - 16/09/24, Planning Meeting - 23/09/24, Playing Field Task and Finish Meeting - 27/09/24.

8. Adroddiadau/penderfyniadau pwyllgorau cynghori / Advisory committee reports/decisions

8.1. Community Needs, Assets, Projects and Grants

- a) Draft letter to PCNPA concerning land at Pen y Bont – Cllr. Lewis read out the letter. Cllr. Harries advised that after page 10 the full housing survey report needs to be read as a whole document. All happy for this letter to be sent to Sara Morris, PCNPA
- b) Cllr. McGarry advised that the council need to get in touch with Mr. E Jones and have an onsite meeting with him. Cllr. McGarry proposed that the council take up the offer of a meeting, Cllr. Harries seconded, all agreed. 2 councillors to meet with him.

8.2. Traffic – Cllr. Harries went through the notes of the last meeting. A reply has been received from Sustrans, Jessica Hatchett has responded regarding disability access, Cllr. Huw Murphy to look at the Manor path and talk to Marc Owen, PCC about C. Croeso sign at the square, the group to look at the overrun strips, Sara Morris has replied to the WelTag email, Cllrs. Lewis and Bayes to look at the CAD drawings. The next meeting is on the 7th October.

8.3. Street market – Cllr. Lewis to organise the next meeting.

8.4. Housing survey – Clerk to organise the next meeting.

8.5. Priorities, Environment and Climate task and finish – the next meeting is on the 14th October.

9. Datblygiad llety gwarchod Maes Ingli / Maes Ingli sheltered accommodation development

9.1. An update has been received from Lauren Price, PCC. Cllr. Morris confirmed that residents have received a letter updating them. The building works to commence in summer 2025. The council are concerned that this development has been delayed for so long. The Maes Ingli residents association to write a letter to the Clerk who will then forward to PCC.

10. Dogfennau llywodraethu / Governance documents

10.1. GD14 – Financial regulations – the Clerk is still waiting for the updated document.

11. Tir Parrog a toiledau cyhoeddus / Parrog land and public toilets

11.1. Valuation – the valuers have clarified the points asked of them and have confirmed that the information can be disclosed to the public. The notes for the 3rd September Parrog task and finish group meeting have been circulated to all. Cllr. Harries asked that the public meeting notes be dated 16th September. Cllr. Harries proposed that the notes are approved, Cllr. Lewis seconded, all agreed. Thank you to Cllr. Bayes for taking the notes. These notes to be put on the website and Facebook page. The next Parrog meeting is tomorrow evening, Clerk to invite Nia Siggins. The main points to talk about will be funding, PCNPA, PCC, Dwr Cymru, the Barony's agent. An EOI needs to be put in for the Enhancing Pembrokeshire grant.

11.2. Public meeting notes – discussed above.

12. Ystyried gwahardd y cyhoedd o'r cyfarfod ar gyfer yr eitem ganlynol o fusnes: / To Consider excluding the public from the meeting for the following item of business:

12.1. The Old School building – this to be discussed at the end of the meeting.

13. Dŵr Cymru

- 13.1. Cllr. Harries reported that there was a CSO spill on 13th August for 15 minutes and on 26th September for 15 minutes. Considering the previous few years this is an improvement. Kelly Jordan is leaving her role at Dwr Cymru, she has been very helpful with her communication.

14. Archwiliad Blynyddol Cymru / Annual Audit Wales

- 14.1. Nothing to report.

15. Cyllid / Finance

Arian a dderbyniwyd / Monies received

Street market deposits £.....

Cyfrifon i'w talu / Accounts to be paid:

Town Clerk Pay (SO) p.m.	£1,042.18
Nest, Clerk and council pension payments	£38.52
Unit 3 rental (DD) p.m.	£150 (vat £25)
Council Tax (DD) p.m.	£174.00
BT Telephone/internet (DD) p.m.	£0.00
Good energy (electric) (DD) p.m.	£77.04 (up from £27.00)
Google workspace	£6.00
Spindogs, Basic monthly website care package (DD)	£96.00 (incl. vat £16.00)
Newport Post Office, printing paper and sympathy card	£9.85
Trade waste agreement, PCC	£58.60
OVW, Biodiversity part 1, councillor training	£20 (bursary of £20 applied)
Rees Richards & Partners, valuation of Parrog land	£1,170.00 (vat £195)

- 15.1. The accounts are as follows: Treasurers-£17,464.34, GPO-£10, 30-day savers-£37,269.89, playing field-£8,558.19. Cllr. Harries declared a personal and prejudicial interest in the post office invoice. All agreed for the payment for the valuers invoice to come from the undesignated reserves. Cllr. Bayes queried the website payment. Cllr. Morgan is working on migrating the website over. Cllr. Lewis proposed that all finances are approved and paid, Cllr. Letten seconded, all approved except for Cllr. Harries who abstained.
- 15.2. Town Clerk's job description and contract of employment – this is happening in October.
- 15.3. Telephone contract changeover from PlusNet to BT and outstanding bills – Cllr. Lewis reported that the telephone handset has finally been received after it had been sent to Newport Shropshire again. He had phoned the complaints person regarding the situation. He will plug the phone in and see what happens.
- 15.4. Unit 3 insulation - Cllr. Harries reported that Dai Seymour has quoted for the Reel seeds for their window repair. This will need to go through a council tender process, this to be put on next month's agenda. The tender process to be prepared for the next meeting. The internal windows need to be insulated to stop the heat escaping the room. Council to meet with Rhodri, PCC on site to discuss the repairs to the external window.
- 15.5. Trade waste agreement – the council queried whether they should be paying council tax and a trade waste agreement? Cllr. Huw Murphy will investigate this. The Clerk to contact Fishguard council and OVW regarding this matter.

- 15.6. Christmas lights – Cllr. Harries has circulated 2 options for the Christmas lights this year. Currently the council are £2,300 over budget if they extend the lights up to the memorial hall. Option 2 is to postpone extending the lights this year, the electricians quote for the work will also reduce and the council can purchase some new lights and festoons. Cllr. Harries proposed that the council go with option 2, Cllr. Lewis seconded, all agreed. Cllr. Morris advised that she is organising a bingo night to raise money for the Christmas lights, this could now be used to help with the payment of Santa's presents to the children.
- 15.7. Rental charge for Unit 3 – Cllr. Harries proposed that the charge is £10 for 2 hours, Cllr. Lewis seconded, all agreed. The Clerk to ask Cllr. Bayes for the number of hours the Forum have used the room and then invoice them.

16. Maes chwarae plant / Children's play area

- 16.1. Cllr. Letten reported that he has received an apology from Euros Thomas, that he has been busy and will come and do the repairs this week.

17. Ymgysylltiad ieuenctid / Youth engagement

- 17.1. Nothing to report. Take off agenda and put on the RAG sheet.

18. Blac ar adeilad i goffau Canolfan Eco Gorllewin Cymru / Plaque on building to commemorate West Wales Eco Centre

- 18.1. This is happening on Saturday. County Cllr. Huw Murphy will unveil the plaque.

19. Llwybr Parc y Plant o'r maes parcio / Parc y plant footpath from the car park

- 19.1. This to be discussed along with the old school building.

20. Tudalen RAG / RAG sheet

- 20.1. The RAG sheet was discussed and updated.

21. Materion i adrodd arnynt / Matters to report

- 21.1. Proposed underlease to Newport Information Centre – Cllr. Griffiths and Clerk to do.
- 21.2. Website update – Cllr. Lewis apologised that this has not been finalised yet.
- 21.3. New bank signatory – this is ongoing.
- 21.4. Victoria gardens ownership - Clerk to follow up on this.
- 21.5. A487 Royal Oak culvert works – A letter has been received from Kyle Smart at SWTRA, the Openreach works will be on Sundays. They have been asked regarding access needed on this road on Remembrance Day. Clerk to send this letter to Sue Williams, member of the community and follow up on organising a drop-in session.

22. Cyfatebiad / Correspondence

All correspondence was noted except for the following:

- 22.1. Item 1.2 re Mary Farmhouse land to be treated as an exception site. Cllr. Bayes proposed that this is approved, Cllr. Griffiths seconded, all agreed.
- 22.2. Item 2.1 re workspace. Is there a space in the Library? Cllr. McGarry confirmed there is but it can't be rented out to a business as they are governed by their charity. The Clerk to forward the email to the Library. The toilets for Unit 3 need to be cleaned. The council to offer the MOP to come and visit Unit 3

- 22.3. Item 5.1 re receiving a loan from a private individual. Cris Tomos has advised it could be done by creating a community interest company, but this may not apply to a town council.
- 22.4. Item 8.1 re online meeting with Higos. Cllrs. McGarry and Griffiths will attend this meeting.
- 22.5. Item 8.2 re Community Wellbeing Action Plans. Cllr. Bayes happy to represent the council on this but will not have any delegated authority to make decisions on behalf of the council.
- 22.6. Item 8.3 re email from MOP re Parrog land, the Parrog task and finish group can discuss this.
- 22.7. Item 11.1 re Planned decommissioning of non-compliant street lighting, Cilgwyn Road, Cllr. Huw Murphy will follow this up.
- 22.8. Item 11.2 re Lifting gear and safety date for pull test, Clerk to arrange this.

23. Ystyried gwahardd y cyhoedd o'r cyfarfod ar gyfer yr eitem ganlynol o fusnes: / To Consider excluding the public from the meeting for the following item of business:

- 23.1. The Old School building – Cllr. Harries proposed that the council enter into a private session to discuss this matter, Cllr. Griffiths seconded, all agreed. Cllr. Huw Murphy left the meeting.

The next meeting is on the 28th October.

The meeting finished at 9.25pm.